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Minutes 06/12/2013

ARLINGTON TREE COMMITTEE

Meeting of Arlington Tree Committee

Wednesday, June 12, 2013 7:30 PM

Location: Selectmen's Hearing Room

Attendees: Sally Naish, Patrice Robertie, Mary Ellen Aronow, Elizabeth Pilcher, Eliza Burden, Ed Trembly

Minutes

(Liz Pilcher)

1. Welcome - Mary Ellen Aronow

MEA welcomed committee members to the first meeting chaired by MEA and thanked Sally Naish for her efforts serving as chair of the committee for the last three years.

2. Guest - Charlotte Milan, Sustainable Arlington

- Introduce Sustainable Arlington

Sustainable Arlington is an Arlington 20/20 program. Its mission is to act locally on issues of environmental concern. The purpose of Charlotte's visit was to invite discussion with Arlington's environmental groups, to learn where mutual interests intersect, and to give input to Arlington's Master Plan committee.

Charlotte wants to learn about the points of overlap or intersection of Arlington's environmental groups. Sally Naish suggests that Charlotte get delegates from each group together to learn about each group's focus. The groups are the Conservation Commission, Land Trust, Redevelopment Board, Arlington Historic Commission, and others (such as the numerous Friends of... groups), that have an impact on zoning, design development requirements, storm water requirements, and land use that may effect Arlington's trees. Eliza Burden says that our platform or agenda will be to influence these groups to include consideration of existing trees and requirements for trees in new developments. The annual report from each of these groups to the town would be a place to find out where the overlap/intersection of information would be.

Charlotte is considering organizing a gathering for delegates from key groups to meet and get to know the points of intersection.

ACTION: Appoint a delegate from the ATC to join a meeting to explore these interests.

- Introduce Soak up the Rain

Soak up the Rain is a program sponsored by the MA EPA. Charlotte presented the program, the purpose of which is to help the community understand the importance of having permeable surfaces that allow the ground to soak up the rain rather than let it run off hard surfaces into rivers, lakes, sewers and become the source of pollutants. An example of stormwater management is the rain garden at the new CVS development.

Charlotte described programs that Arlington can become involved in, such as mapping an acre of the town and

showing sites that have rain gardens, rain barrels, French drains, catch basins, etc. The EPA may be looking for a community to launch such a program.

Eliza Burden said that the ATC and Sustainable Arlington collaborated a few years ago to identify sites that required trees assisted by summer interns who biked around town finding and listing locations for street trees.

CARRY FORWARD: Pending hearing from Charlotte if the EPA is seeking to launch this program. If the program moves forward, Patrice Robertie suggested an article to introduce the idea at the appropriate time.

3. Approval of April Meeting Minutes

Meeting minutes were approved.

4. DPW News and Notes - Sally Naish/Mary Ellen Aronow

- MEA and SN met with Jimmy Dodge (JD) June 12 to introduce MEA in her chair role to Jimmy. They discussed the spring planting. JD felt the planting didn't go well relating to issues of the DPW's process. It was explained that the DPW gets tree requests and notification about downed trees and branches from multiple sources and in multiple formats-call-ins and via the web site.

The ATC is requesting the addition of information on the request form so that the user can request a new street tree, report a dead tree that requires removal, or request services to clean up an existing tree. Because we can be more assured that home owners will care for new street trees, planting trees based on new tree requests appears to be the best direction for future planting efforts.

ACTION: SN will talk to Joan Roman about the website to add information about the nature of the request-ie, for a new tree, a dead tree removal, or existing tree damage-so that the request will be made clearer.

- Eliza Burden wants to move forward with the plan to solicit new tree requests for the fall planting and employ previously used processes and procedures for each month leading up to the planting.

ACTION: MEA will ask MR for permission to run a piece in the Advocate encouraging tree requests. Patrice to develop a press release concerning this matter for the Advocate.

- Elizabeth Pilcher recalled Mike Rademacher saying that he would be glad to provide new tree requests to the ATC monthly or on a mutually agreed upon frequency.

ACTION: MEA to contact Mike about having the DPW begin routine transfer of this information to the ATC

- The committee developed Excel spreadsheets, which require updating with the actual spring planting information.

ACTION: MEA to contact Teresa DeBenedictis to see if we can help the DPW do the updates.

- Mike, Teresa, and Adam are interested in having a tree inventory. MEA wants to close out the spring planting so that the DPW can have accurate information. This could be the beginning of the tree inventory.

ACTION: EB will send EP the draft of the tree inventory form so that Liz can look at and comment on the criteria.

5. Tree Planting

- Spring tree planting : Wrap up - MEA/EB

See above

- Fall planting - form subcommittee

ACTION: EB, SN, MEA, ELP offered to participate in the Fall planting.

- Memorial Tree Planting - SN

SN reported that there is no appropriate location on the Bracket school property for a new tree. However, there is a gap across the street in the line of street trees.

ACTION: Sally will talk to Roland Chaput about the site.

- Off-berm planting - SS/EP

The subject of off-berm planting was covered when Mike attended the last meeting. Liz raised Mike's concern about the various programs that may run counter to one another: a) Trees Please (person donates money with no expectations of getting a tree); b) 100 (?) free trees program (for trees on private property within the first 18 ft from the curb); c) and a program to buy a tree wholesale (for the homeowner who didn't get in line on time to get one of the 100 free trees, they can still purchase a tree wholesale). The committee discussed that all three programs seemed fine to offer concurrently. For option b and c, the town is effectively providing money to home owners to plant trees within the first 18 ft of the curb, where the DPW doesn't have to do the labor to get, maintain, distribute, or care for the trees. The net effect should be that more trees get into the ground than the DPW alone can plant. For option a, donors can still give money with no other expectation than seeing more trees in Arlington.

ACTION: MEA to review and finalize this with Mike. EP will talk to Matt Foti about willingness to be the nursery that holds 100 (?) bare root trees available for spring planting, or B&B trees for fall planting.

6. Town Day - September 21, 2013

- Application for space rental

EB applied for space. Ed Tremby has a portable tent; Fall tree planting will be the focus of Town Day.

ACTION: Patrice will take a picture and remove trees. MR will give the ATC a B&B tree for a raffle. Discussion points need to be developed.

- Form sub-committee

CARRY FORWARD: MEA and LP will be on the committee. Hold off until next meeting to choose a point person.

7. Publicity - PR

- Promotional Postcard PR/EP/SN

EP revised the postcard and will circulate it to the committee. MEA will talk to Mike about it and secure a commitment to pay for the postcard.

- July PR plans

PR established a twitter feed.

ACTION: PR is waiting for an official go-ahead to start populating twitter.

The ATC website needs updates. The structure is dated.

ACTION: PR and EP will look at and report changes to the structure and will review www.caseytree.org and other sites.

8. Chair and Co-Chair - MEA

- Position Description and Term

MEA proposed the following changes to job descriptions and terms of service, which was reviewed and approved by the committee.

- Committee Chair(s) - Senior and Junior:

The Co-Chairs serve two years terms, alternating election years, so that there will be one new (Junior) and one experienced (Senior).

The Senior Co-Chair presides over the ATC meetings and the ATC, serves as the primary contact for the DPW and Town staff, represents the Arlington Tree Committee at meetings outside the Arlington Tree Committee, serves as an ex officio member of all sub-committees and task-forces, and coordinates the work of all the Arlington Tree Committee members and sub-committees and task-forces so that the mission of the Committee is served.

The Junior Co-Chair shall act as an aide to the Senior and shall perform the duties of the Senior in the absence of that Chair.

- Chair Term:

The Co-Chairs serve two year terms, alternating election years, so that there will be one new (Junior) and one experienced (Senior). To begin the new term schedule, an adjusted Term start up schedule, covering the period June 2013 to June 2016 will be necessary:

Proposed adjusted Term start up:

- o Senior Chair will serve June 2013 - June 2015 (two successive years), terminating June 2015
- o Junior Chair will serve June 2013 - June 2014 (one year), terminating June 2014
- o Junior Chair June 2014, to serve June 2014 - June 2015 (one year), rotating to Senior Chair for the term June 2015 - June 2016 (one year).

- Appoint new Co-Chair

Eliza Burden was approved as the new co-chair.

ACTION: MEA will follow up with Marie Krepelka regarding the appointment of new committee members.

9. Other Business

- Attendance at Master Plan meetings - SN/SS/EP

SN and EP commented on the meetings they attended.

CARRY FORWARD: We will continue this discussion next month.

- Reappointment of ATC Members with term expirations - MEA

MEA said that all members whose term's are expiring will continue as members.

- Chairful Where You Sit: 7/21-28. Deadline: 6/20/13

This is a program to foster public art. The deadline is too close at hand to participate.

- Summer ATC meeting schedule

The committee will not schedule a break due to the need to plan the fall planting.

Next meeting: Wednesday, July 10th, 2013 at 7:30 pm in Selectmen's Hearing Room